

**TOWN OF BERKLEY
FINANCE COMMITTEE MEETING NOTES FOR
MONDAY JANUARY 18,2022**

IN ATTENDANCE: CHAIRMAN JOE FREITAS, MICHELE HAMILTON AND MATT

MEETING WAS CALLED TO ORDER BY CHAIRMAN JOE FREITAS AT 6:15 pm

Chairman Joe Freitas requested a review of the minutes from the following meetings; November 2, 2021 and December 13, 2021.

After a review, no discussion needed, a request to approve the minutes of November 2,2021. Motion was made by Matt and seconded by Michele. Roll call vote take and the committee approved the minutes as written.

After a review, no discussion needed, a request to approve the minutes of December 13, 2021. Motion was made by Matt and seconded by Michele. Roll call vote take and the committee approved the minutes as written.

Notification was sent to the Finance Committee members explaining the need to cancel the MMA Workshops and Trade Show and the program will be provided to those who had submitted and paid to attend will receive full reimbursement. The actual workshops will be provided through Zoom on various days throughout the remaining days in January and in the month of February.

A discussion took place and recommendation to have members attend workshops and provide a written document for the other members of the committee to review.

The Kindergarten through Eighth Grade budget presentation originally schedule for January 11, 2022 has been cancelled and will be rescheduled.

A brief discussion took place regarding the Fiscal Year 2023. We walked through the calendar and discussed what date in March we would begin the department presentations and in what order we should have discussions.

Also, at the request of the Town Administration, we discussed the need to have her in attendance with each department presentation. It was decided to review this at a later date.

A request was made to have the fiscal year 2023 letter to be distributed, notification to the schools requesting a timeframe as to when we might receive their budgets. In addition, a letter provided by the Town Administrator, sent out to the various departments for a 5-year plan.

A great deal of dialog went on by the members of the Finance Committee members in attendance regarding the budget. Such as, the information we need to know to put together a sustainable budget.

Chairman Joe Freitas called for a motion to adjourn. Matt made the motion, Michele seconded and a vote was taken and the committee approved the adjournment at 7:35 pm.

